

HOPE VALLEY/WYOMING FIRE DISTRICT

996 MAIN STREET

HOPE VALLEY, RI 02832

MONTHLY BOARD MEETING

MARCH 13, 2014

7:00 P.M.

Those present: Board Members: Chairman, David Holt, Ronald Richard, Georgia Ure, Elwood Johnson; Chief, Fred Stanley; Attorney, Richard Panciera; Treasurer, Deborah Nicotra; Tax Collector, Susan Bok; District Clerk, Julie Kelley

Those not present: Board Members: Pasquale DeBernardo; Auditor, Pete Stefanski

The meeting commenced and was called to order by Chairman, David Holt at 7:01 p.m. with a salute to the flag and a moment of silence.

MINUTES

The minutes of the February 13th Monthly Board Meeting were presented. Mr. Johnson motioned to accept the minutes as presented and Mr. Richard seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. Holt-yes; Mr. Richard-yes; Ms. Ure-yes; Mr. Johnson-yes

The minutes of the February 26th Special Board Meeting were presented. The purpose of the meeting was to vote on appropriating funds to purchase a new 2014 Ford F350 Pick-up truck with snowplow to replace the vehicle that was no longer in service. Mr. Richard motioned to accept the minutes as presented and Ms. Ure seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. Holt-yes; Mr. Richard-yes; Ms. Ure-yes; Mr. Johnson-yes

Discussion on the Verizon Contract

The board reviewed the revised tower lease contract with Verizon Wireless. A representative from VitalSite Services, Inc., they do all the real estate consulting work for Verizon Wireless. Sarah E. McGinnis, Project Manager was there from VitalSite Services, Inc. to discuss the contract. Attorney, Richard Panciera was there on behalf of the Fire District. Chairman Holt stated that he thought this would be in our best interest to do this but that minor changes needed to be amended in the contract.

Mr. Panciera discussed that he reviewed the contract back in September when Chief Stanley brought this to his attention. He indicated that when the contract was revised, the paragraphs previously referred to did not correspond to the correct paragraphs. Mr. Panciera stated that he had a separate marked up copy that they could refer to reflecting these changes.

Ms. McGinnis stated that she would have their attorney at VitalSite Services, Inc. make the amendments. Mr. Panciera indicated that he would like to delete paragraph 20. Right of First Refusal and paragraph 21. Rights Upon Sale. An associate of Mr. McGinnis stated that this was primarily due to several companies are in the business of buying towers and this is to protect them. If someone buys the tower from us, it allows Verizon to offer the same cost to buy the tower. Mr. Panciera would like it limited or be more defined stating that we could not sell the tower to a competitor. Mr. Panciera also noted that Exhibit A was blank and Exhibit B should have a diagram. It was also discussed that the electrical will come through the meter or building which have been addressed under paragraph 5c.

Right of First Refusal is our concern. The Fire District has an interest in this because we own the tower. Verizon will maintain the equipment and the district will maintain the tower. We will have a cost to maintain the tower. We might need to paint it. There are companies that can do that. Inspections might be needed every 5 to 10 years. We would also need to carry insurance on the tower. If something happens to it, we want replacement value. Verizon want to pay the same rate if someone else buys it. Once completed, Mr. Panciera can review within 48 hours and when the document is amended then it can be subject to approval.

When the tower is built, we will need to know the loading rate as other carriers may want to get on there. We have not been approached as yet. The board would like to review the contract after revisions have been made before

voting on approval. Ms. McGinnis indicated that the revisions would be made as soon as possible and possibly would send an update the next day.

The board thanked Ms. McGinnis and her associate for coming this evening.

TAX COLLECTOR'S REPORT

The Tax Collector's report was presented for February 2014. Ms. Bok informed the board that there would be another Tax sale on May 30th. A total of \$652,431.49 has been collected to date. Mr. Johnson motioned to accept the Tax Collector's Report as presented and Mr. Richard seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. Holt-yes; Mr. Richard-yes; Ms. Ure-yes; Mr. Johnson-yes

TREASURER'S REPORT

The Treasurer's report for February 2014 was presented. Ms. Ure inquired about Acct. # 5201 – Firefighter's Incentive and that it had been brought to her attention that some of the firefighters felt there was a delay in receiving these checks. It was discussed that the payments are made every quarter. After further discussion, it was determined that the quarters could not be explicitly determined. The Chief and the incentive committee will check as to when the quarters end to better determine when payments would be made. Mr. Johnson motioned to accept the Treasurer's Report as presented and Mr. Richard seconded the motion. Chairman Holt discussed with the Treasurer as to why in the Auditor's report the Reserve for Obsolescence reflected an appropriation of \$20,000 with an expenditure of \$14,729 leaving a balance of \$5,271.00. Ms. Nicotra stated that she would review this and adjust the category but stated the bottom number would be the same. Acceptance of the Audit report will be done after the Treasurer has made this adjustment to the Reserve for Obsolescence. The board will then make a final review and a vote will then be taken to accept the Audit report. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. Holt-yes; Mr. Richard-yes; Ms. Ure-yes; Mr. Johnson-yes

CHIEF'S REPORT

The Chief's report was presented for February 2014. The board discussed the following points of interest:

The new fire alarm system at the Westerly Dispatching center is up and running. Our lease with L.W. Bills Company will be ending. They will be providing refunds to customers that were tied into the system. The Richmond-Carolina Fire District has been billed for their 50% share of the cost of the new system. Due to the new system we will no longer require two (2) telephone lines, which we can take out of the budget at an estimated savings of \$850 per year.

The security locking system at Station 2 had to be replaced. The district has filed a claim with our insurance company and we hope to be reimbursed for this expense.

Chief Stanley has been elected again to be part of RIAFC's Foundation. He is happy to be part of this as he feels it is for a very good cause.

The banquet is to be held this year at Meadowbrook Inn on March 22nd at 6:00 pm.

The new pick-up truck has been purchased and lettering has been completed. The new truck is out in the parking lot for all to view. A for sale sign will be going on the old truck. Bids may be accepted on the old truck, the deadline for bids would be April 9th.

In regards to legislative updates, we are looking good so far with nothing to be concerned with.

The Congressional Fire Services Institute's annual conference will be held on April 30th; Chief Stanley will be attending this year again.

Bid specs are still required for Park maintenance at Depot Square Park. The park will require the first application in April. The bid should specify some of the following:

Spring/Fall clean up of debris

Hand weed control in beds, the district will supply the mulch, we are looking for labor costs

Pruning and cutting trees as needed, would prefer an Arborist

Trimming of shrubs as needed

Mowing and grass treatment, which would include four (4) steps

-Preemergence In April
-Weed & Feed in May
-Grub control in August
-Winterize in October
Mowing every week and twice a week in the spring (A total of approximately 22 mowings)
Trimming and blowing of walkways
Edging 2 times in June & September

The board discussed the sprinkler system in the park. The sprinkler company sets the sprinkler system based on the weather and also sets up the fountain. The estimated cost for all the park maintenance including fountain is \$4,500 plus or minus.

Mr. Johnson motioned to accept the Chief's Report for February 2014 and Ms. Ure and Mr. Richard seconded the motion. With no further discussion from the Chief's report, all in favor, all aye, motion passed unanimously (4-0).

Mr. Holt-yes; Mr. Richard-yes; Ms. Ure-yes; Mr. Johnson-yes

CORRESPONDENCE

Incoming:

1. Memorandum No.: 04 to Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Chief Joseph Baris, Jr., West Warwick Fire Department expressing Congratulations to Private Donald Johnson for having been named "Firefighter of the Year".
2. Email addressed to Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Ms. Sarah E. McGuinness, Project Manager, VitalSite Services, Inc., regarding Hope Valley, RI Tower Lease Revised copy.

Outgoing:

1. Letter addressed to L.W. Bills Company, Mr. Harold C. Roeder, from Frederick A. Stanley, Hope Valley/Wyoming Fire District, regarding removal of fire alarm receiving equipment at the Westerly Ambulance Corps Dispatching Center.
2. Letter addressed to All Area Fire Alarm System Users, from Frederick A. Stanley, Hope Valley/Wyoming Fire District, regarding improvement on services and reducing costs associated with fire alarm system.
3. Letter addressed to Mr. Patrick Webber, from Mr. David C. Holt, Chairperson, Hope Valley/Wyoming Fire District, acknowledgement of a "Job Well Done" for his assistance in providing a viable option for a computer back up system.

PUBLIC FORUM

No Public forum this evening.

ADJOURN

A motion was made to adjourn at 8:11 p.m. by Mr. Johnson and seconded by Mr. Richard. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. Holt-yes; Mr. Richard-yes; Ms. Ure-yes; Mr. Johnson-yes

Respectfully submitted,

Julie Kelley
District Clerk